

INSTRUCTIONS FOR DA FORM 160-R

1. Date
2. Leave Blank
3. Applicant's name
- 4a. If currently in the Reserves or National Guard list present rank.
- 4b. If in Reserves or National Guard put USAR or ARNGUS.
- 4c. Applicant's social security number.
- 4d. For commissioned officers in USAR or ARNGUS, put branch.
- 5a. If in Reserves or National Guard, put MOS/SSI.
- 5b. For all applicants put Army.
- 6a. Applicants permanent address (could be address of parents, siblings, etc.) should match item 18 on DA Form 61.
- 6b. Phone number.
- 7a. Address at which applicant is located (may be school address) should match item 19 on DA Form 61.
- 7b. How long applicant will be at temporary address.
- 7c. Phone number.
- 8a. If on active duty, put grade.
- 8b. N/A
- 8c. Unit of assignment.
- 9a. For a period of 4 years if direct commission and ROTC unless contract specifies otherwise. If so, please include a copy of your contract.
10. Duty assignment – leave blank.
11. Basic courses are held in February, July, and October each year so these are the dates you should use.
12. The amount of time you need before you enter active duty.
13. N/A
14. Must sign form.